

BOOK REVIEW POLICY

Book Reviews Editorial Policy

Initial Statement

It is intended that book reviews will reflect the interests of ANZHES and its membership. Whilst recent books of international importance in the history of education will continue to be reviewed, first preference will be given to those about Australian or New Zealand education, and by Australian or New Zealand authors. The Reviews Editor will invite distinguished historians of education from a range of countries to review books. Readers' suggestions for items to review are welcome.

1. *History of Education Review (HER)* will include the following types of book reviews:

- 1.1 **Book Notes:** short and usually descriptive notes in paragraph format on a particular work of interest to *Historians of Education* (NB: a Note will not preclude a subsequent Book Review);
- 1.2 **Book Reviews:** focusing on the book in question, and including some analytical content and a relatively developed critique;
- 1.3 **Review Essays:** involve a more extended analysis than the Book Review. The Review Essay will attempt to situate the work/s under consideration in the relevant field of literature;
- 1.4 **Review Forum:** providing an extended debate by various contributors on one significant publication;
- 1.5 **Books Received:** giving publication details, with or without descriptive notes, on a work which is not regarded as suitable for review.

2. Specifications:

Length: **Book Notes** 150-250 words in length including publication details;
Book Reviews 750-1000 words in length;
Review Essays up to 3000 words
Review Forum up to 3000 words

Length of submissions may vary by negotiation with the Reviews Editor however variations will not normally occur.

Timeframe: To be received up to three (3) months after the book has been sent.

Style: Please consult and follow *History of Education Review* House Style, printed in issues of the journal and available at the website of the *History of Education Review* www.her-anzhes.co.nz when preparing and submitting the review.

Requirements: The full publication details of the book, including ISSN/ISBN and page numbers, should appear at the start of the review. The Reviewer's name and affiliation should occur at the end of the review item.

3. Evaluation:

Book Reviews and Book Notes are evaluated by the Book Reviews Editor. Review Essays may be submitted to the normal peer review process.

Any variation from the policy in, for example, the size, style or subject of the review must be undertaken only after consultation with the Reviews Editor.

In the unlikely event that the Reviews Editor rejects a review for publication, the reviewer may request peer review. Following that process, if revisions to the review are requested, they must be acted on to the satisfaction of the peer reviewers. If the review is again rejected, no further correspondence will occur on the matter.

As a matter of policy, HER will not publish unsolicited reviews, nor will it accept offers to review specific books. HER does, however, welcome general expressions of interest from ANZHES members who would like to review books.

4. Process:

- 4.1 Books for review should be sent to the Reviews Editor.
- 4.2 The Reviews Editor will contact a potential reviewer, usually by email, to ascertain if the person is interested in the task.
- 4.3 If the potential reviewer agrees, a formal letter of request soliciting the review, and a copy of the Reviews Editorial Policy, will be sent with the book.
- 4.4 If the review has not arrived within the three month deadline, a reminder letter will be sent.
- 4.5 A copy of the review (usually in pdf format) and thank you letter will be sent to the reviewer and the publisher upon final publication.
- 4.6 The Reviews Editor will keep all records of solicited reviews, reviews in progress and finalised reviews.

Jo May

Book Reviews Editor

University of Newcastle